

**Project Arrangement**  
**Between the Department of Energy of the United States of America,**  
**and**  
**Branch 1 of the Institute of Biophysics of the Russian Federation**

**Purpose:**

This Project Arrangement establishes the framework for cooperation and co-support of the following Direction 2 projects of the Joint Coordinating Committee for Radiation Effects Research (JCCRER) established by the Agreement between the Government of the United States of America and the Government of the Russian Federation on Cooperation in Research on Radiation Effects for the Purpose of Minimizing the Consequences of Radioactive Contamination on Health and the Environment (the Agreement):

Project 2.1, "Metabolism and Dosimetry of Plutonium Industrial Compounds"

Project 2.2, "Estimation of the Risk of Stochastic (Cancer) Effects of Occupational Radiation Exposure"

Project 2.4, "Development of an Improved Dosimetry System for the Workers at the MAYAK Production Association"

**Responsible Parties:**

The responsible parties are the Director of Branch 1 of the Institute of Biophysics (FIB-1) and the Director, Office of International Health Programs, Department of Energy (DOE).

**Scope:**

This arrangement pertains only to DOE-supported Direction 2 projects. Cooperation under this Project Arrangement shall be conducted in accordance with the Agreement.

**Understandings:**

1. Implementation of FIB-1 projects will follow the JCCRER Guiding Principles.
2. Subject to the availability of funds, the DOE will support these projects by fully funding JCCRER-related U.S. expenses and co-funding FIB-1 expenses. FIB-1 will work with the Ministry of Health to obtain its share of the co-funded expenses.
3. The DOE's overall contribution of monies will be determined annually and

payments made incrementally. DOE funding decisions will depend on the availability of DOE funds, priorities, and the projects' prior year progress.

4. Upon signing of this document by both parties and approval of milestones, deliverables and funding levels by DOE, DOE will commence transferring U.S. monies for the first year's work on these projects. Year one milestones for each project are in Annex 1. For subsequent years, annual project milestones will be delineated in new annexes.
5. FIB-1 will submit semi-annual financial and technical reports for each project to the DOE. Reporting requirements will be specified in Annex II.
6. The mechanisms for transferring DOE funds to support these projects may vary and will be specified in Annex III.
7. FIB-1 will ensure that all scientific reports, progress reports, and proposals are provided, both in English and in Russian, to the American and Russian funding agencies, and when requested, to the JCCRER.

**Performance:**

DOE and FIB-1 representatives will confer regularly (at least every 4 months) to review the status of milestones and deliverables. Both Russian and U.S. JCCRER representatives will be kept apprised of the results of these discussions.

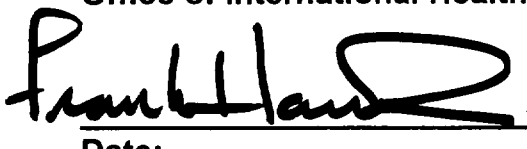
**General Provisions:**

Cooperation under this Project Arrangement is in accordance with the laws and regulations under which each party operates. Monies shall be provided subject to the availability of appropriated funds and to the mutual consent of the parties. The parties agree to inform the other of any developments that potentially impact project implementation.

**Effective Date and Terminations:**

This Project Arrangement shall become effective upon signature by the responsible parties and shall remain in force for five years. This Project Arrangement may be terminated by either party upon ninety (90) days written notice to the other party.

For the U.S. Department of Energy,  
Office of International Health Programs

 4/2/97

Date:

For the First Institute of Biophysics

 2.4.97

Date:

**Addendum to the**  
**Project Arrangement**  
**Between the Department of Energy of the United States of America**  
**and**  
**Branch 1 of the Institute of Biophysics**  
**for Radiation Effects Research**

**Purpose:**

Under "Project 2.4, "Development of an Improved Dosimetry System for the Workers at the MAYAK Production Association, add:

"Additionally, DOE will support a separate effort to microfilm critical FIB-1 records."

For the U.S. Department of Energy,  
Office of International Health Programs

Elizabeth P. White for Frank Hawkins

Date 20.01.98

For the First Institute of  
Biophysics



Date 20.01.98

## **Annex 1**

### **Milestones and Deliverables through September 1997**

DOE (EH-63) will contribute \$318,000 to FIB-1 for FY 1997 for completion of work associated with Projects 2.1, 2.2, and 2.4. DOE and FIB-1 have agreed that at least 60 percent of this amount shall go directly to the Russian scientists working on the projects below.

*Note:* The following are milestones and deliverables **ONLY** and may not reflect the broad span of activities principal investigators will be working on during this time period for the project(s). The semi-annual progress reports should reflect the full range of activities conducted during this time period.

#### **Project 2.1:**

1. Exchange of acid-dissolved tissue samples of two Registries and intercomparison, for the purpose of determining compatibility of existing data or quantifying existing differences in analytical results. (March 1997)
2. Determination of liver impairment on biokinetics of actinides in the body. (Fall 1997)
3. Purchase of alpha spectrometry equipment .

#### **Project 2.2:**

1. Update of vital status data, including place of employment. (September 1997)
2. Examination of available records for unmonitored workers and those with low doses to eliminate those who appear likely to have received substantial doses. (September 1997)
3. Creation of a comparison group for the Mayak Worker cohort, through the payment for services of the Mayak personnel department, municipal address bureaus, and life events registration offices. (September 1997)

#### **Project 2.4:**

1. Feasibility work in support of the development of a proposal for project 2.4.

## BUDGET REQUEST

Office of International Health Programs (FII-63) Funded Projects/U.S. Department of Energy

		Date Prepared:	April 11, 1997
Project/Subproject Title:		Period of Support:	April 1, 1997- September 30, 1997
Project 2.1 «Metabolism and Dosimetry of Plutonium Industrial Compounds»			
Project 2.2 «Estimation of the Risk of Stochastic (Cancer) Effects of Occupational Radiation Exposure»			
Institution:			
Branch 1 of the Institute of Biophysics of the Russian Federation			
Complete Address:		E-mail: romanov@lib1gnc.chel-65.chel.su	
456780 Ozyorskoye shosse, 19, Ozyorsk, Chelyabinsk region, Russian Federation		Telephone: (35171)75464; Fax (35171)22231	
Names of Principal Investigators:			
Nina A. Koshurnikova			
Valentin F. Khokhryakov			
Name of Contact Person:			
Sergey A. Romanov			
Requested Items			Est. Amt. in U.S. \$
A. Equipment			
- equipment for $\alpha$ -spectrometry			8,000
-other equipment			5,000
Subtotal			13,000
B. Supplies			0
C. Estimated Travel Costs (travels of American collaborators to Russia are not included)			
- Mikhail Sokolnikov (June 1997, 17 <sup>th</sup> Annual New England Epidemiology Summer Program, Boston, USA)			
- Nailia Kabirova (September-October 1997, Radiation Effects Research Foundation, Hiroshima, Japan)			
- Valentin Khokhryakov (September-October 1997, Richmond, USA, business trip on project 2.1)			
- Klara Suslova (September-October 1997, Richmond, USA, business trip on project 2.1)			
Subtotal			25,000
D. Personnel Costs			36,000
E. Other Costs			
- Fringe benefit cost			12,800
- The cost of information from address bureaus and life events registration offices			2,000
Subtotal			14,800
F. Indirect Costs			59,200
Total			148,000

State Research Center  
«Biophysics Institute»  
Director

Sergey A. Romanov

10220 0220 02  
0220 (908 1413)  
23.04.97.

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Author: ELIZABETH WHITE at EH-07

te: 7/9/97 5:08 PM

Priority: Normal

TO: "Sergey A.Romanov" <romanov@fiblgnc.chel-65.chel.su> at INTERNET

Subject: Re: budget request part 1

----- Message Contents -----

Dear Sergey,

This looks good. We will go ahead and send you the \$50,000 for the work, and \$50,000 for the alpha spectrometry equipment right away. We will send the additional \$70,000 for the alpha spectrometry equipment as soon as we receive it, which should be sometime next week.

Thanks for your patience.

Sincerely,

Libby White

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Reply Separator

Subject: budget request part 1

Author: "Sergey A.Romanov" <romanov@fiblgnc.chel-65.chel.su> at INTERNET

Date: 7/8/97 12:56 PM

Dear Libby,

I have prepared a draft for the additional 170,000 \$\$ (1997 FY) for your review.

I'd like to have your comments on it. I will prepare a draft for 150,000 \$\$ for the first part of 1998 FY and send it to you by the end of this week.

Sergey

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Sergey A. Romanov

Director

Branch N 1 of the State Research  
Center "Biophysics Institute"

456780 Ozyorskoye shosse, 19

Ozyorsk, Chelyabinsk region, Russia

To Ms. Elizabeth White  
U.S. Department of Energy  
EH-63/270CC  
19901 Germantown Road  
Germantown, MD 20874-1290  
Fax: (301)903-1413

July 8, 1997

Dear Ms. E. White,

I am sending you an additional budget request on 170,000 \$\$ to support activities on direction 2 at FIB-1. These funds are to be used for the following purposes:

1. Within the framework of project 2.1 interlaboratory comparisons are planned between USTUR and DRMIA. To make these comparisons,

- we need to purchase standard equipment for alpha-spectrometry and to pay expenses for purchase of standard tracers and for exchange of samples between the U.S. and Russia
2. To create a comparison group for the Mayak worker cohort within the framework of project 2.2, we have to pay for the services of the Mayak personnel department, municipal address bureaus and life events registration offices.
  3. To perform feasibility work in support of the development of a proposal for project 2.4

Sincerely yours,

Sergey A. Romanov  
FIB-1 Director

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Date prepared: July 8, 1997  
Period of support: July 1 -  
September 30,  
1997

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Requested Items	Est. Amt. In U.S. \$\$
<hr/>	
A. Equipment	
- Equipment for alpha-spectrometry	120,000
- Other equipment (PC, computer software etc.)	10,000
B. Supplies (radioactive tracers, solutions, NIST)	8,000
- Estimated Travel Costs	0,0
- Personnel Costs	0,0
C. Other Costs	
- the cost of the information from address bureaus on 4,500 individuals	10,000
- the cost of the information from vital events registration offices on 750 individuals	6,000
F. Institutional costs (40% of the total cost excluding item A)	16,000
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Total	170,000

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**Annex IA**  
**Milestones and Deliverables from October 1, 1997 through**  
**March 31, 1998**

DOE will contribute \$163,000 to FIB-1 for completion of work associated with projects 2.1, 2.2, and 2.4. DOE and FIB-1 have agreed that overhead costs will be no more than 40 percent of the scientific costs.

Milestones and deliverables for the funding period October 1, 1997 through March 31, 1998 are listed below:

**Project 2.1:**

1. Intercomparison of the radiochemical analytical methods for actinides currently in use by both Registries USTUR and DRMIA: an initial exchange of acid-dissolved tissue samples;
2. Establishment of a common database format that can be used by both Registries for completion of the planned tasks.

**Project 2.2:**

1. Work on task 1 not completed during FY 1997;
2. Update of vital status data (task 2);
3. Examination of available records for workers from auxiliary plants of MAYAK PA to establish a control group of workers of those auxiliary plants (task 3).
4. Epidemiological analyses of cancer mortality in relation to external gamma-dose separately on main plants of the MAYAK PA and lung cancer mortality among workers with measured plutonium body burden based on comparison to "internal" control group (task 3);
5. Conduct of initial dose-response analyses addressing the risks of lung, bone, and liver cancer resulting from plutonium exposure (task 4).

**Project 2.4:**

1. Design of the structure and format for all computerized databases to be established for the internal dosimetry part of Project 2.4.
2. Development of algorithms for dose computations in accordance of needs of Projects 2.2 and 2.3.



**General:**

1. Purchase of new computer equipment for the Director and the project 2.1, 2.2, and 2.4 principal investigators.

**Microfilming:**

Note: The microfilming effort will be funded through separate DOE funds sent through the International Science and Technology Center (ISTC).

Dear Libby,  
As I promised, I am sending you the budget request on the first part  
of the 1998 FY. Please, let me know, whether or not it needs corrections.  
Best regards,  
Gersey

Budget request

Office of International Health Prpgrams (EH-63) Funded  
Projects/U.S. Department of Energy

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Date Prepared: July 9, 1997  
Period of Support:  
October 1, 1997- September 30, 1998  
(the first part of 1998 FY)

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Requested Items	Est. Amt. In U.S. \$\$
A. Equipment	20,400
B. Supplies (laboratory chemical apparatus)	5,500
C. Estimated travel costs	
- international	16,700
- domestic	2,000
Subtotal	18,700
D. Personnel costs	45,000
E. Other costs	
fringe benefit	18,000
the cost of information from address bureaus and life events registration offices	5,000
- telecommunication	370
Subtotal	23,370
F. Institutional costs	37,030
Total	150,000

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**Annex IB**  
**Milestones and Deliverables from April 1, 1998 through**  
**September 30, 1998**

DOE (EH-63) will contribute \$212,000 to FIB-1 in FY 1998 for work between April 1, 1998 and September 30, 1998 on joint DOE-FIB-1 funded projects. DOE and FIB-1 have agreed that overhead costs will not exceed 40 percent of the scientific costs of this work.

Milestones and deliverables for the funding period April 1998 through September 1998 are listed below:

**Project 2.1:**

1. Designing and construction of the additional building for Whole Body Counter(WBC) in the Hospital FIB-1 site, installation and setting up of the WBC equipment.
2. Completion of inter-comparison of radiochemical analytical methods currently in use by both laboratories DRMIA and USTUR by performance of Reference Materials (organs) prepared by U.S. National Institute of Standards and Technology (NIST).
3. Starting of an analysis of combined data from both Registries to establish transfer coefficients of actinides between lungs and systemic content in personnel.

**Project 2.2:**

1. Continuation of work on establishing control group of repairment-mechanical plant workers.
  - Search for vital status information in address bureau.
  - Search for dosimetry information in PA Mayak radiation safety department.
  - Input of this information in database.
2. Establishment of control group of water preparation plant workers.
  - Copying of information in personnel department of water preparation plant about plant personnel department personnel and their professional histories.
  - Epidemiological analysis of breast cancer mortality among female personnel separately for three main plants.
  - Epidemiological analyses of gaster cancer mortality for all workers separately for three main plants.

**Project 2.4:**

1. Completion of the development of algorithm for doses calculations in accordance with the needs of Projects 2.2 and 2.3.
2. Provide interim internal doses as needed for Project 2.3 using the existing FIB-1 Plutonium metabolism and dosimetry model.

**Microfilming:**

Note: The microfilming effort will be funded through separate DOE funds sent through the International Science and Technology Center (ISTC).

## BUDGET REQUEST

Office of International Health Programs (EH-63) Funded Projects/U.S. Department of Energy

<b>Project/Subproject Title:</b>		<b>Date Prepared:</b>	December 16, 1997
		<b>Period of Support:</b>	April 1, 1998- September 30, 1998
Project 2.1 «Metabolism and Dosimetry of Plutonium Industrial Compounds» Project 2.2 «Estimation of the Risk of Stochastic (Cancer) Effects of Occupational Radiation Exposure» Project 2.4 «Development of an improved dosimetry systems for the workers at the «Mayak» Production Association»			
<b>Institution:</b>			
Branch 1 of the Institute of Biophysics of the Russian Federation			
<b>Complete Address:</b>			
456780 Ozyorskoye shosse, 19, Ozyorsk, Chelyabinsk region, Russian Federation		<b>E-mail:</b> romanov@fib1guc.chel-65.chel.su	<b>Telephone:</b> (35171)75464; Fax (35171)72550
<b>Names of Principal Investigators:</b>			
Nina A. Koshurnikova			
Valentin F. Khokhryakov			
<b>Name of Contact Person:</b>			
Sergey A. Romanov			
<b>Requested Items</b>		<b>Est. Amt. In U.S. \$</b>	
<b>A. Equipment</b>		12,000	
<b>B. Supplies</b>		6,400	
<b>C. Estimated Travel Costs (travels of American collaborators to Russia are not included)</b>		22,830	
<b>D. Personnel Costs</b>		45,000	
<b>E. Other Costs</b>			
- fringe benefit		18,000	
- other organization		5,500	
- communication		0,550	
<b>Subtotal</b>		<b>24,050</b>	
<b>F. Institutional Costs</b>		39,720	
<b>Total</b>		<b>150,000</b>	

Director FIB-1



S. A. Romanov



Author: "Sergey A.Romanov" <romanov@fiblgnc.chel-65.chel.su> at INTERNET  
Date: 12/8/97 5:51 PM  
Priority: Normal  
TO: ELIZABETH WHITE at EH-07  
Subject: budget requests

----- Message Contents -----

Dear Libby,

I have prepared a draft budget for 150,000 \$\$ (the second part 1998 FY)

for [REDACTED] is difficult question for Russia.  
I now prepare budget request for construction  
for whole body counter. But I try.

Valentin ask some officers in construction company they  
told that it will be 35.000 - 40.000 \$\$.

But I think it is theory in practice it will be about 60.000 \$\$.  
My propose - I send budget request for 60.000 \$\$ and after

constructing works will finish I inform you about real expensis  
and send difference to DOE.

Sincerely yours,

Sergey A. Romanov  
FIB-1 Director

\_\_\_ Project 2.1

Date prepared: November 18, 1997  
Period of support: April 1 -  
September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
___ A. Equipment	7000
B. Supplies	3800
C. Estimated Travel Costs	8860
D. Personnel Costs	18000
E. Other Costs - fringe benefit	7200
F. Institutional costs	15140
___ Total	60000

Project 2.2

Date prepared: November 18, 1997  
Period of support: April 1 -

September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
A. Equipment	0
B. Supplies	1600
C. Estimated Travel Costs	10000
D. Personnel Costs	18000
E. Other Costs	
- fringe benefit	7200
- other organizations	5500
- communication	550
Subtotal	13250
F. Institutional costs	17150
Total	60000 ✓

Project 2.4

Date prepared: November 18, 1997  
Period of support: April 1 -  
September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
A. Equipment	5000
B. Supplies	1000
C. Estimated Travel Costs	3970
D. Personnel Costs	9000
E. Other Costs	
- fringe benefit	3600
F. Institutional costs	7430
Total	30000 ✓

FIB-1 Direction 2

Date prepared: November 18, 1997  
Period of support: April 1 -  
September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
<u>    </u> A. Equipment	12000
B. Supplies	6400
C. Estimated Travel Costs	22830
D. Personnel Costs	45000
E. Other Costs	
- fringe benefit	18000
- other organizations	5500
- communication	550
Subtotal	24050
F. Institutional costs	39720
<u>    </u> Total	150000

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Construction works for whole body counter.

Date prepared: November 18, 1997  
Period of support: April 1 -  
September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
<u>    </u> A. Equipment	0
B. Supplies	0
C. Estimated Travel Costs	0
D. Personnel Costs	0
E. Other Costs	
- other organizations (construction firm)	54500
- communication	5500
Subtotal	60000
F. Institutional costs	0
<u>    </u> Total	60000



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Author: "Sergey A.Romanov" <romanov@fib1gnc.chel-65.chel.su> at INTERNET  
Date: 12/11/97 12:02 PM  
Priority: Normal  
TO: ELIZABETH WHITE at EH-07  
Subject: budget

----- Message Contents -----

Dear Libby,

I am sending you the budget request on the second part of the 1998 FY with item D ("Personnel costs") detalized. Projects 2.1 and 2.4 will be implemented by the same team. That is why I am sending you two lists:  
the first one for project 2.1 and 2.4 (27,000 \$\$)  
and the second for project 2.2 (18,000 \$\$).

If the budget requet acceptable for you I will FAX it on Monday.  
Do you need common budget request for FIB-1 (2.1 + 2.2 + 2.4 + WBC conctruction) or separate sheets for each project?

Visit of US team is going well.

I and Dr.Khokhryakov had discission with David Hichman about WBC construction yesterday. David looked a place and draft construction project. I think he will inform you.

Best regards,  
Sergey

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Project 2.1 and 2.4 (% time spent on the project is 60% for all the participants)

Name	rate/day(\$)	Amount (\$)
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Principal investigator:

1. V.F. Khokhryakov	35	2275
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Investigators:

2. K.G. Suslova	30	1950
3. S.A. Romanov	30	1950
4. Z.S. Menshikh	28	1820
5. V.I. Chernikov	28	1820
6. E.E. Aladova	28	1820
7. T.I. Kudryavteva	26	1690
8. I.A. Orlova	25	1625

Supporting personnel:

9. N.V. Solovev	20	1300
10.V.V.Vostrotin	20	1300
11.A.B.Sokolova	20	1260
12.S.I.Pudovkina	18	1170
13.T.A.Zulaeva	18	1170
14.S.E.Guskova	18	1170
15.N.A.Chugina	18	1170
16.N.A.Krotova	15	975
17.I.G.Kaigorodova	15	975

18.V.A.Gavrilova	12	780
19.V.A.Brueva	12	780
Total		27000

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 Project 2.2 (% time spent on the project is 30% for all the participants ).

Name	rate/day(\$)	Amount (\$)
Principal investigator:		
1. N.A. Koshurnikova	35	1250
Project manager:		
2. V.V.Kreslov	35	1250
Investigators:		
3. M.G. Bolotnikova	30	1100
4. N.S. Shilnikova	30	1100
5. N.P. Petrushkina	30	1100
6. S.A. Rogacheva	30	1100
7. P.V. Okatenko	30	1100
8. M.E. Sokolnikov	30	1150
9. L.A. Buldakov	30	1100

Supporting personnel:

10.N.R.Kabirova	20	700
11.L.G. Filippova	20	700
12.E.A. Gruzdeva	20	700
13.A.F.Reutova	20	700
14.N.N.Tkacheva	20	700
15.G.V.Khanzova	20	700
16.G.I.Vankova	18	650
17.E.J.Golovina	18	650
18.L.V.Grigoreva	18	650
19.L.Y.Kaigorodova	18	600
20.T.A.Egorova	18	600
21.M.I.Ivanova	15	500

Total		18000
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Author: "Sergey A. Romanov" <romanov@fib1gnc.chel-65.chel.su> at INTERNET  
Date: 11/18/97 11:30 AM  
Priority: Normal  
TO: ELIZABETH WHITE at EH-07  
Subject: <no subject>

----- Message Contents -----

Dear Libby,

I have prepared a draft for the additional 17,000 \$\$  
(the second part 1998 FY) for your review.

These funds are to be used for the following purposes:

1. Work on connecting to local Internet access provider for FIB-1.
2. Preparation of room for the Tissue inventory and moving there all tanks with tissues fixed in formaldehyde. Move tissues to small steelness boxs.
3. Work on inventarization of autopsy material from every tank: description of all cases, sampling protocol for every case, collecting information on occupational history, history of occupational exposure and clinical diagnosis (we expect to complete this work for 75 cases in 1 year).

Sincerely yours,

Sergey A. Romanov  
FIB-1 Director

Date prepared: November 18, 1997  
Period of support: April 1 -  
September 30,  
1998

Requested Items	Est. Amt. In U.S. \$\$
A. Equipment	0
B. Supplies (reagents for inventory of tissues, small steelness box)	1000
C. Estimated Travel Costs	0
D. Personnel Costs	5000
E. Other Costs	
- fringe benefit	2000
- preparation of the room for inventory of tissues	2000
- internet access	2000
Subtotal	6000
F. Institutional costs	5000

only the 2000 is  
approved

Total

~~17000~~

2,000

**Annex 2**  
**Reporting Requirements/Formats**  
**for DOE-funded JCCRER Projects**

**Requirements**

1. Semi-annually (in October and April), FIB-1 will submit financial and technical progress reports (see attached format) for each project. The first progress report under this arrangement will be due October 31, 1997.
2. Additionally, by May 31 of each year, the Director of FIB-1 will submit a budget request (see attached format) for each project for the upcoming fiscal year (October 1-September 30). DOE will inform FIB-1 and principal investigators as soon as possible, and before October 1, of its funding capabilities.

## **Progress Report**

Office of International Health Programs (EH-63), Department of Energy

Sample Format for Quarterly and Semi-Annual Progress Reports.  
to be submitted with the attached Financial Report Document.  
estimated length 2-4 pages

***Title of Project:***

***Principal Investigator:***

***Period Covered in this Report:***

### ***I. Summary of Work***

One paragraph, summary of annual work proposal. If work has substantively changed, please indicate changes, in more detail, and the date that these changes were agreed to by EH-63 (if previous approval was obtained).

### ***II. Milestones and Deliverables Accomplished During the Reporting Period***

Please complete the following information for each milestone:

- Milestone (short summary of results and explanation of any deviations from plan)
- Deliverable(s) for Milestone

### ***III. Other Relevant Information. Including Relevant Trip Reports. Obstacles to Completion of Work Outlined in FY \_\_\_\_ Work Proposal; Unexpected Costs; etc.***

### ***IV. Please Provide a List of Papers Published or in Press and/or Formal Presentations Given on this Work. If reprints of papers are available, copies would be appreciated***

# PROGRESS REPORT - FINANCIAL REPORTING FORMAT

Office of International Health Programs (EH-63) Funded Projects/U.S. Department of Energy

<u>Date Prepared:</u>			
<u>Project/Subproject Title:</u>	<u>Period of Support:</u>		
<u>Institution:</u>	<u>E-mail:</u>		
<u>Complete Address:</u>	<u>Telephone #:</u>		
<u>Name of Principal Investigator:</u>	<u>Fax #:</u>		
<u>Name of Contact Person:</u>	<u>Budget</u> (Amt. in U S \$)	<u>Prelims*</u> (Amt. in U S \$)	<u>Unobl. \$\$\$</u> (Amt. in U S \$)
<u>Requested Items</u>			
<u>A. Equipment (if appropriate)</u> (itemize for items costing more than \$5,000)			
	<u>Subtotal&gt;</u>		
<u>B. Supplies (if appropriate)</u>			
	<u>Subtotal&gt;</u>		
<u>C. Travel Costs (if appropriate)</u> Please list names of travellers	<u>Travel Dates</u>		
	<u>Subtotal&gt;</u>		
<u>D. Personnel Costs</u> Please list names of staff members and the milestones on which they worked	<u>Percent Effort</u>		
	<u>Subtotal&gt;</u>		

**Office of International Health Programs (EI-63) Funded Projects/U.S. Department of Energy**

1103200



# BUDGET REQUEST\*

Office of International Health Programs (EH-63) Funded Projects/U.S. Department of Energy

Please include items requested in attachment 1.		
		Date Prepared:
Project/Subproject Title:		Period of Support:
Institution:		
Complete Address:		
		E-mail:
		Telephone #: Fax #:
Name of Principal Investigator:		
Name of Contact Person:		
Requested Items		Est. Amt. in U.S. \$\$
<b>A. Itemize Equipment (if appropriate)</b>		
Please list description of equipment (more than \$5,000)		
Please justify equipment purchase on separate page(s)		Subtotal>
<b>B. Supplies</b>		
Please identify and justify general supply categories		
on separate page(s)		Subtotal>
<b>C. Estimated Travel Costs</b>	Destination	Travel Dates
Please list names of travellers		
Please report justification for travel on separate page(s)		Subtotal>
<b>D. Personnel Costs</b>	Percent Effort	
Project Personnel Costs		
Please list names of staff members and milestones they will be working on		
Please list duties of each staff on separate page(s)		Subtotal>
<b>E. Other Costs</b>		
(i.e. Publication/Info. Technology Costs)		
Please itemize these costs with explanations for each cost:		Subtotal>
<b>F. Indirect Costs (i.e. institutional costs; subcontracts)</b>		
Please itemize these costs with explanations for each cost:		Subtotal>
		Est. Total
<p>*Format for all Budget Request (Invoice) submissions. If this form is not used with an Annual Work Proposal, it must include a summary of work to be done during the time period that the funds are requested for, and milestones/deliverables to be achieved.</p> <p>**Categories that do not apply to your program, please state N/A.</p>		

**Additional Justification for Budget Request Form**  
Office of International Health Programs (EH-63), Department of Energy  
(Please attach to the Budget Request Form)

**A. Requested Supplies**

Please justify supply budget.

**B. Requested Equipment**

Please provide information on the cost of each piece of equipment and justify the need to purchase the equipment.

**C. Requested Travel Budget**

Please describe the purpose of each anticipated trip for the upcoming year, the number of people traveling, and the estimated cost.

**D. For Each Person Working on Project List**

- name of individual
- percentage of time to be spent on project
- salary
- milestones to be worked on

**E. Explanation of Indirect Costs**

Please provide a breakdown of all indirect costs. For subcontracts, include description of work to be done (milestones to be performed)

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justified.budget.sum

### **Annex 3**

#### **Funding Mechanisms**

DOE is currently exploring various options for transferring funds to FIB-1 and will work with FIB-1 as it learns more about these mechanisms.

The \$148,000 DOE intends to provide to FIB-1 in FY 1997 for tasks outlined in Annex I will be sent by wire transfer.

**Annex 3**  
(Updated as of 1/19/98)

DOE will work with FIB-1 to explore various options for transferring funds to FIB-1.

During FY 1997 and 1998, DOE will wire transfer funds to FIB-1. Efforts will be made to avoid taxes on DOE funds by completing tax exemption paperwork.

For the microfilming effort only, funds will be sent through the ISTC.